

MINUTES
REGULAR MEETING OF THE SANDPOINT CITY COUNCIL
January 17, 2018

OPENING Mayor Rognstad called the regular meeting of the City Council to order at 5:30 p.m. on Wednesday, January 17, 2018, in the Council chambers at City Hall, 1123 Lake Street.

ROLL CALL Council members Ruehle, Aispuro, Williamson and Eddy were present. Council members Aitken and Darling were absent.

PLEDGE OF ALLEGIANCE Mayor Rognstad led the Council and the public in the pledge of allegiance to the flag.

ANNOUNCEMENTS

Parks and Recreation Director Kim Woodruff acknowledged and thanked Shannon Syth for her years of service and support as the City's Finance Director.

City Administrator Jennifer Stapleton announced that a public survey on the University of Idaho property will be on the City's website on approximately January 26th in order to obtain more public input. There will also be a broad-based community survey launched during the same time to obtain input on City priorities and services available through the City's new Town Hall platform. During the week of February 5th, there will be an open studio held at the Columbia Bank building with visuals and opportunities for the public to make comments on the University of Idaho property.

Mayor Rognstad acknowledged the appointments to City Commissions on this evening's agenda. He thanked Slate Kamp, Kris Knowles and Kaleb Huseby for their willingness to serve on the Planning and Zoning Commission and Parks and Recreation Commission.

Mayor Rognstad read a proclamation designating January 21 through January 27, 2018, as School Choice Week in Sandpoint.

Mayor Rognstad announced that Public Works Director and City Engineer Ryan Luttmann has tendered his resignation. His last day with the City will be February 2nd. He has accepted a new position with Century West to open an office in Sandpoint and expand their business in North Idaho. At the conclusion of his two-year tenure with the City, Mr. Luttmann leaves the City with legacy projects which will continue to define our community for years to come, such as the two-way reversion implementation, Phase I of the downtown revitalization plan and Schweitzer Cutoff Bridge and roundabout. He's also successfully kicked off our wastewater facility planning effort with JUB Engineering, Inc., providing an update to City Council next month. He supported and improved our community outreach and relationship building efforts. The City wishes Ryan and his family the best in his new endeavor and look forward to a continued positive working relationship.

Mayor Rognstad announced that Shannon Syth's last day in her official capacity as City Treasurer/Finance Director will be January 31st. In celebration of her 15 years of service, the City will have an open house in City Council Chambers from 3:00 p.m. to 5:00 p.m. on

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January 31st. He commended her for her leadership, providing guidance in protecting the City and for saving taxpayer dollars.

CONSENT CALENDAR

Councilwoman Williamson moved that items A-1 through D-1 be approved.
Councilwoman Ruehle seconded the motion.

A roll call vote resulted as follows:

Councilwoman Ruehle	Yes
Councilman Aitken	Absent
Councilman Aispuro	Yes
Councilman Darling	Absent
Councilwoman Williamson	Yes
Councilman Eddy	Yes

The motion passed by a unanimous vote of Council present.

A. MINUTES

A-1. City Council regular minutes of January 3, 2018

A-2. Urban Renewal Board minutes of December 12, 2017

B. Bills in the total amount of \$765,919.22; \$392,844.45 for regular payables and \$373,074.77 for payroll.

C. CONFIRM APPOINTMENTS TO CITY COMMISSIONS, ADVISORY COMMITTEES, AND BOARDS

1. Slate Kamp, Planning and Zoning Commission, Jan. 18, 2018 – Jan. 31, 2021

2. Kris Knowles, Parks and Recreation Commission, Feb. 1, 2018 – Jan. 31, 2021

3. Kaleb Huseby, Parks and Recreation Commission, Jan. 18, 2018 – Jan. 31, 2019

D. RESOLUTIONS

1. **Resolution No. 18-02** – Mountain Springs Water Meter Reading Agreement Renewal

OLD BUSINESS

E. SANDPOINT DOWNTOWN STREETS TRANSFER OF OWNERSHIP – QUIT CLAIM DEED

Mayor Rognstad announced that City Council approved the Road Relinquishment and Transfer of Ownership Agreement via Resolution No. 15-17, dated February 11, 2015, which provides transferring ownership of portions of Cedar Street, First Avenue, Pine Street and Superior Street currently in the state highway system by quit claim deed.

Councilman Eddy moved that City Council authorize the Mayor to sign the quit claim deed from the Idaho Transportation Department to transfer Sandpoint downtown streets to Sandpoint, as reflected in the Road Relinquishment and Transfer of Ownership Agreement via Resolution No. 15-17. **Councilwoman Williamson seconded the motion.**

A roll call vote resulted as follows:

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Councilwoman Williamson	Yes
Councilman Darling	Absent
Councilman Eddy	Yes
Councilwoman Ruehle	Yes
Councilman Aispuro	Yes
Councilman Aitken	Absent

The motion passed unanimously by Council present.

NEW BUSINESS

F. RESOLUTION NO. 18-03 – APPROVAL OF PURCHASE AND MUNICIPAL LEASE PURCHASE AGREEMENT WITH COLUMBIA BANK FOR 2018 KUBOTA TRACTOR

Councilwoman Ruehle moved that City Council approve the proposed resolution, Approval of Purchase and Municipal Lease Purchase Agreement with Columbia Bank for 2018 Kubota Tractor. **Councilman Aispuro seconded the motion.**

A roll call vote of Council resulted as follows:

Councilman Darling	Absent
Councilwoman Ruehle	Yes
Councilwoman Williamson	Yes
Councilman Aitken	Absent
Councilman Eddy	Yes
Councilman Aispuro	Yes

The motion passed unanimously by Council present.

G. RESOLUTION NO. 18-04 – APPROVAL OF MUNICIPAL LEASE PURCHASE AGREEMENT WITH COLUMBIA BANK FOR 2018 WESTERN STAR DUMP TRUCK

Councilwoman Williamson moved that City Council approve the proposed resolution, Approval of Municipal Lease Purchase Agreement with Columbia Bank for 2018 Western Star Dump Truck. **Councilwoman Ruehle seconded the motion.**

A roll call vote of Council resulted as follows:

Councilman Eddy	Yes
Councilman Aispuro	Yes
Councilwoman Ruehle	Yes
Councilman Aitken	Absent
Councilwoman Williamson	Yes
Councilman Darling	Absent

The motion passed unanimously by Council present.

H. OAK STREET BICYCLE TRACK AND SIDEWALK FINAL DESIGN AND AUTHORIZATION TO BID

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Public Works Director Ryan Luttmann stated it has been a pleasure to work with the City. He said he has appreciated the opportunity to have personal and professional development and support from the Public Works staff.

He noted the Oak Street project was originally identified as a corridor in the 2012 Downtown Streets Guide as a multi-modal opportunity. The City applied for and was awarded in 2013 a Community Choices Idaho grant with a \$100,000 match reimbursed through the Sandpoint Urban Renewal Agency. After the grant was awarded, City Council approved the State/Local Agreement on July 1, 2015. Through the process of developing preliminary drawings, the City received comments and reviewed the plans with the Pedestrian and Bicycle Advisory Committee. To address comments received at the second public meeting on July 11, 2017, City staff made design adjustments in developing the final plans. One change requested by the public includes not moving the curb along Oak Street from Boyer Avenue to Sixth Avenue in order to protect existing trees. Without moving the curb, separated bike lanes were not feasible, so sharrows will remain on this block. Also, in response to public input, diagonal parking was incorporated with the separated bike path between the new sidewalk and the parked cars on the north side of Oak Street from Sixth Avenue to Fifth Avenue. The separated bike lanes continue across the intersection of Fifth Avenue at the location of existing Rectangular Rapid Flashing Beacons (RFB). The Idaho Transportation Department was asked to review the current beacons because the Federal Highway Administration requires that the beacons be removed when they exceed their use of life. All of the sidewalks originally planned for replacement will be brought up to current ADA standards. The Idaho Transportation Department reviewed the final plans and provided authorization to the City to advertise and bid the project on December 23, 2017.

Councilwoman Williamson commented that she appreciated efforts in retaining mature trees. **Councilwoman Ruehle** added that she appreciated the outreach with businesses regarding parking.

Councilwoman Ruehle moved that City Council approve the Oak Street Bicycle Track and Sidewalk final design and bid documents and authorize City staff to advertise the bid.

Councilman Aispuro seconded the motion.

A roll call vote of Council resulted as follows:

Councilman Aispuro	Yes
Councilwoman Ruehle	Yes
Councilman Aitken	Absent
Councilwoman Williamson	Yes
Councilman Darling	Absent
Councilman Eddy	Yes

The motion passed unanimously by Council present.

I. RESOLUTION NO. 18-05 – RESOLUTION AUTHORIZING COOPERATIVE AGREEMENT FOR PROJECT NO. A020(451), KEY NO. 20451 (ADA CORNER RAMPS U.S. HIGHWAY 2)

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Grants and Projects Administrator Sean Scoggin noted that this project will take place in the spring of 2019. It has to be completed within a two-year timeframe. Public Works Director Ryan Luttmann said the goal is to have projects within the same area to be constructed at the same time but projects are constructed based on priorities and funding.

Councilman Eddy moved that City Council approve the proposed resolution, Resolution Authorizing Cooperative Agreement for Project No. A020(451), Key No. 20451 (ADA Corner Ramps U.S. Highway 2). **Councilwoman Williamson seconded the motion.**

A roll call vote of Council resulted as follows:

Councilman Eddy	Yes
Councilman Aispuro	Yes
Councilwoman Ruehle	Yes
Councilman Aitken	Absent
Councilwoman Williamson	Yes
Councilman Darling	Absent

The motion passed unanimously by Council present.

J. RESOLUTION NO. 18-06 – RESOLUTION IN SUPPORT OF GRANT THROUGH IDAHO DEPARTMENT OF PARKS AND RECREATION TO PURCHASE FIRE BOAT MOTORS

Councilwoman Ruehle moved that City Council approve the proposed resolution, Resolution in Support of Grant Through Idaho Department of Parks and Recreation to Purchase Fire Boat Motors. **Councilman Eddy seconded the motion.**

A roll call vote of Council resulted as follows:

Councilwoman Ruehle	Yes
Councilman Aitken	Absent
Councilwoman Williamson	Yes
Councilman Darling	Absent
Councilman Eddy	Yes
Councilman Aispuro	Yes

The motion passed unanimously by Council present.

ADJOURNMENT The meeting adjourned at 6:00 p.m.

Shelby Rognstad, Mayor

ATTEST:

Maree Peck, City Clerk